

KETCHIKAN CONSOLIDATION (Revised)
ELECTION CALENDAR
NOVEMBER 21, 2006 (CONSOLIDATION QUESTION: BY-MAIL)
MARCH 3, 2007 (ELECTION OF BOROUGH OFFICIALS: IN PERSON)

DATE	ACTIVITY	TASK ASSIGNED	TASK DONE
Fri 7/28/06	Local Boundary Commission notifies Division of Election of petition approval (within 30 days the DOE Director must sign an Order and Notice of election) AS 29.06.140(a)	DCED	
Fri 8/25/06	Prepare Order and Notice of Election AS 29.06.140(a); 6 AAC 25.590(a)	Lauri	
Fri 8/25/06	Sign Order and Notice	Whitney	
Fri 8/25/06	Create election ID	Lauri	
Fri 8/25/06	Prepare and distribute election calendar	Lauri	
Fri 8/25/06	Appoint Absentee Voting Official (AVO) to serve in Ketchikan from 11/6-11/21. Notify Lauri, Don, and Kelly/Hanna with name and location. 6 AAC 25.590(b)	Naomi	
Fri 8/25/06	Election information and calendar posted on division web site and on the <i>Online Public Notice</i> system.	Kelly/Hanna Lauri	
Fri 8/25/06	Verify by-mail envelope quantities	Colleen	
Fri 8/25/06	Secure ballot printer (vendor)	Don	
Thur 8/31/06	Preclearance request sent to Department of Justice	Don/DCED	
Mon 9/25/06	Prepare advance flier. Send to printer	Colleen/Lauri Tricia	
Mon 10/2/06	Order labels for advance flier	Colleen	
Thur 10/5/06	Mail advance flier to voters	Colleen	

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Thur 10/5/06	Prepare PSAs and newspaper ads to announce election and registration deadline (to run week of 10/09/06) 6 AAC 25.590(c)	Kelly/Hanna	
Thur 10/12/06	Ballot layout to printer	Don	
Thur 10/12/06	Appoint State Review Board (SRB)	Don	
Fri 10/17/06	Test ballots due in office	Printer	
Tue 10/20/06	SRB tests memory cards (Accuvote)	Don	
Fri 10/20/06	Prepare and print absentee by-mail ballot voter instructions	Colleen	
Fri 10/20/06	Prepare PSAs and newspaper ads to announce ballot mailing and absentee in-person voting (to run week of 10/23/06 or 10/30/06) 6 AAC 25.590(c)	Kelly/Hanna	
Sun 10/22/06	Last day to register to vote AS 15.07.070(d)	All Regions	
Wed 10/25/06	Create absentee voter records and order ballot labels	Colleen	
Fri 10/27/06	Statutory deadline for ballots to be in division of election offices AS 15.15.050	Don/Printer	
Mon 10/30/06	Ballots must be mailed by this date AS 15.20.800(c) 22 nd day prior	Don/Colleen	
Mon 11/6/06	Appoint Regional Absentee Board (RAB) - Regional Review Board	Naomi	
Mon 11/6/06	Absentee in-person voting begins (continues through election day 11/21/06) 6 AAC 25.590(b)	All Regions Ketchikan AVO	
Tue 11/21/06	ELECTION DAY - last day to postmark ballots 6 AAC 25.590(a)	All Staff	
Tue 11/21/06	First night ballot count	Naomi	
Tue 11/21/06	Post unofficial results on division web site	Don/Jared	

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Wed 11/22/06	If it looks like the consolidation question will pass, order 9 x 13 manila envelopes for nominating petition mailing	Tricia	
Fri 12/1/06	10 th day deadline to receive ballots postmarked by 11/21/06 and mailed within the United States AS 15.20.081(e)	Naomi	
Fri 12/1/06	Last night ballot count	Naomi	
Fri 12/1/06	Update unofficial results on division's web site	Don/Jared	
Wed 12/6/06	15th day deadline to receive ballots postmarked by 11/21/06 and mailed outside the United States, from an APO/FPO AS 15.20.081(h)	Naomi/Don	
Thur 12/07/06	State Review Board (SRB) convenes to review election 6 AAC 27.070	Don/Lauri	
Thur 12/07/06	Prepare election certificates for signature 6 AAC 27.080(a)	Lauri	
Thur 12/07/06	Election certified by the division 6 AAC 27.080(a)	Don/Whitney/Lauri	
	THE FOLLOWING WILL OCCUR ONLY IF THE CONSOLIDATION QUESTION PASSES:	Date for 2nd election must be set within 10 days of certification	
Thur 12/07/06	Prepare and Sign Order and Notice of Election	Whitney/ Lauri	
Thur 12/07/06	Create Election ID	Lauri	
Thur 12/07/06	Prepare Nominating Petitions send to printer	Lauri/Tricia	
Thur 12/07/06	Order labels for nominating petition mailing	Lauri	
Fri 12/8/06	Begin mailing preparation for nominating petition packets	Lauri/Don/Tricia	

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Mon 12/11/06	Prepare publicity, PSAs and Newspaper Ads to announce candidacy filing period. Run continuous 12/18-12/22	Kelly/Hanna	
Mon 12/11/06	Mail Nominating Petition Packets to voters	Lauri	
Mon 12/11/06	Post Nominating Petitions on web site	Lauri/Jared	
Mon 12/11/06	Appoint Absentee Voting Official to serve in Ketchikan from 2/19- 3/6/07 . Notify Lauri, Don, and Kelly/Hanna w/name and location.	Naomi	
Fri 1/19/07	Candidate filing deadline	Lauri	
Mon 1/22/07	Ballot layout and order to printer	Don	
Mon 1/29/07	Test ballots due in office	Don/Printer	
Tue 1/30/07	Prepare PSAs and Ads for Election	Kelly/Hanna	
Sun 2/4/07	Last Day to Register to Vote AS 15.07.070(d)	All Regions	
Fri 2/9/07	Precinct Registers created	Lauri	
Fri 2/9/07	Ballots and supplies must be in office AS 15.15.050	Don	
Fri 2/9/07	Order absentee by-mail labels	Colleen	
Mon 2/12/07	Mail Absentee By-Mail Ballots AS 15.20.800(c) 22 nd day prior	Colleen	
Mon 2/19/07	Absentee In-Person Voting continues through Election Day 3/6/07 6 AAC 25.590(b)	AVO/Regions	
Mon 2/19/07	Appoint Regional Absentee and Question Review Board	Naomi	
Sat 2/24/07	Last day to accept Absentee by-mail ballot application	Colleen	
Tue 3/6/07	ELECTION DAY - last day to postmark ballots 6 AAC 25.590(a)		
Tue 3/6/07	Ballots counted; Unofficial results announced and posted on web site	Naomi/Don/Jared	

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Fri 3/16/07	10th day deadline to receive ballots postmarked 3/6/07, mailed within U.S.	Naomi	
Fri 3/16/07	Post Unofficial Election results on web	Don/Jared	
Wed 3/21/07	Regional Absentee and Questioned Board counts remaining ballots	Naomi	
Wed 3/21/07	15th day deadline to receive ballots postmarked 3/6/07, mailed from overseas or APO/FPO	Naomi/Don	
Thurs 3/22/07	State Review Board convenes. Election certified. Election certificates prepared, signed, web site updated	Don/Lauri/Whitney	